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# Document Modification Request

Print or Type All Information (Except Signatures). Process procedures in accordance with 1-A01-FROC DEV-400, Procedure Process

25.DMR. No.

*41-DMR-RMPS-c/10*

1. Name/Phone/Page/Location

Greg DiGregorio

2. Date

Nov 13, 1996

3. Existing Document Number/Revision

ER Administrative Procedures

4. Document Type ☒ Procedure ☐ Plan

☐ Other

5. Document Title

ER Administrative Procedures

6. Item

7. Page

8. Step

9. Proposed Modifications

1

Transfer the following Procedures to Kevin Sheehan, Kaiser-Hill, Bldg. T130C:

ADM-AQD-.08 - Preparation Of EPA Form R

10. Item

10a. Justification (Reason for Modification, EJO#, TP#, etc.)

1

This task is the responsibility of Kaiser-Hill

11. ☒ Process

☐ Do not Process (state reason in block 10a)

*Ann Tyson Ann Tyson* (print/sign/date)

*11-13-96*

12. ☒ Process (Complete Blocks 13-22)

(print/sign/date)

13. New Document/ Rev. No. (if new or changed)

n/a

Complete either Section 14a. or 14b., as applicable  
14a. Type of Complete Modification

☐ New

☐ Revision

☐ One-Time-Use

☒ Cancellation

For procedures, attach completed Procedure Modification worksheet from 1-A01-PROC DEV-400.  
14b. Changes: (check all that apply.)

☐ Intent Change

☐ Nonintent Change

☐ Regular

☐ Editorial Correction

☐ Interim Approval Requested - Needed for immediate Use  
(14 day limit for obtaining final approval)

Additional Attributes:

☐ Temporary

☐ One-Time-Use

☐ Limited Distribution

15. ERM Change Control Board Required: ☒ Yes ☐ No (Applicable only to new procedures, revisions, or intent changes.)

List the reviewing disciplines in Block 16. After concurrence has been obtained (in accordance with 1-A01-PROC DEV-400), enter the name of the reviewer followed by / s/ in block 17.  
If the reviewer indicates No Comments, the review signature constitutes concurrence. Enter the date concurrence is obtained in block 18.

16. Organization

17. Reviewer/Concuror

18. Date

16a. Organization

17a. Reviewer/Concuror

18a. Date

QA

Greg DiGregorio

*Greg DiGregorio*

11-13-96

19. Assigned SME/Phone/Page/Location

Greg DiGregorio/5688/1732/T893B

20. Cost Center

1392

21. Charge Number

CB03400

22. Requested Completion Date

Nov 26, 1996

23. Prescreen/Screen/USDQ Number

24. Independent Safety Review Meeting and Date

26. After obtaining ALL required signatures: Responsible Manager's Approval (print/sign/date)

(Not Required for New procedures or Revisions)

27. Effective Date

*M. McBrassard*

A-54-002324

ADMIN RECORD